

ORDINANCE NO. 2006-04-CM

**AMENDING TIPPECANOE COUNTY CODE
ADDING NEW CHAPTER 31.124
REQUIRING DIGITAL DATA SUBMISSION AND
ESTABLISHING DIGITAL DATA SUBMISSION STANDARDS**

WHEREAS, the Indiana General Assembly, pursuant to IC 36-1-3-1, et seq., has stated that it is the policy of the State of Indiana to grant Counties all the powers that they need for the effective operation of government as to local affairs; and

WHEREAS, Tippecanoe County maintains Geographic Information Systems or digital geo-spatial information datasets (hereinafter "GIS Data") with respect to certain geographic or land use information submitted for recording in the office of the Recorder of Tippecanoe County, such as subdivision final plats, those portions of planned development final detailed plans, including plats that depict and or define any lines of property ownership both vertical and horizontal, parcelizations, easements, and surveys as required for recording by Indiana Administrative Code Rule 12; and

WHEREAS, the maintenance of GIS Data in an efficient and accurate manner requires the establishment of uniform digital submission standards for such data.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of Tippecanoe County, Indiana, that the Tippecanoe County Code be amended to add a new Chapter 31.124 reading as follows:

GIS DIGITAL DATA SUBMISSION

1. The uniform Digital Data Submission Standards for Tippecanoe County as more fully set forth in Exhibit A, attached hereto and by reference made a part hereof, are hereby adopted as the standards for the submission of GIS Data to the office of the Auditor of Tippecanoe County, Indiana.

2. All subdivision final plats, those portions of planned development final detailed plans, including plats that depict and or define any lines of property ownership both vertical and horizontal, parcelizations, easements, and surveys as required for recording by Indiana Administrative Code, Title 865, Article 1, Rule 12; (IAC 865 1-12); shall also be submitted digitally at the time of recording to the Auditors' office and shall comply with the requirements set forth on Exhibit A hereto.

3. The Auditor's office and the GIS department shall have thirty (30) days from the date of such submission to review and approve such GIS Data submission, otherwise the submission shall be deemed acceptable.

4. If the Tippecanoe County Auditor or the GIS department determines that the GIS Data Submission fails to meet the standards, the Auditor shall notify the party submitting such GIS Data of such determination in writing and the submitting party shall have thirty (30) days from the date of such notification to correct and resubmit such data.

5. Documents otherwise entitled to be recorded in the office of Tippecanoe County Recorder may be recorded notwithstanding their failure to comply with the standards.

6. This Ordinance shall not apply to documents submitted for recording which were created solely by hand drafting methods and do not exist in digital format.

7. Any person, firm or corporation who violates any provision of this Ordinance shall, upon conviction, be subject to a fine not exceeding \$500.00 plus all court costs, attorney fees and other legal costs for a first violation of the Ordinance and not exceeding \$1,000.00 plus all court costs, attorney fees and other legal costs for a second or subsequent violation of the Ordinance.

This Ordinance shall be in full force and effect on the 1st day of July, 2006.

Presented to the Board of Commissioners of Tippecanoe County, Indiana, and approved on first reading this ____ day of _____, 2006, by the following vote:

BOARD OF COMMISSIONERS OF
TIPPECANOE COUNTY

John L. Knochel, President

Ruth E. Shedd, Vice President

KD Benson, Member

ATTEST:

Robert A. Plantenga, Auditor of
Tippecanoe County

Presented to the Board of Commissioners of Tippecanoe County, Indiana, and approved on second reading this 17th day of April, 2006, by the following vote:

BOARD OF COMMISSIONERS OF
TIPPECANOE COUNTY

Yes

John L. Knochel, President

Yes

Ruth E. Shedd, Vice President

Yes

KD Benson, Member

ATTEST:

Robert A. Plantenga, Auditor of
Tippecanoe County

EXHIBIT A

TIPPECANOE COUNTY UNIFORM DIGITAL DATA SUBMISSION STANDARDS FOR GIS DATA

1. **DEFINITION:** GIS Data means all geographic information documents submitted for recording which depict or describe geographical information such as subdivision final plats, those portions of planned development final detailed plans, including plats that depict and or define any lines of property ownership both vertical and horizontal, parcelizations, easements (drainage, utility, road right-of-way, grants, fee simple, egress and ingress), and surveys as required by IAC Title 865, Article 1, Rule 12; (865 IAC 1-12).
2. **DIGITAL SUBMISSION:** All GIS Data in Item 1 above shall also be submitted as a digital document, along with a hardcopy, concurrently at the time of recording, to the Tippecanoe County Auditor's office.
3. **SPATIAL REFERENCE AND SCALE:**
 - A. The submitted GIS digital data should be tied to at least two points of horizontal control in the county consisting of Public Land Survey System (PLSS) Section Corners or published Tippecanoe County Surveyor Department controls for spatial reference, when in the opinion of the Registered Land Surveyor providing the submittal, the location of those points are required for the accomplishment of the final plat or survey.
 - B. In the event two points of horizontal control as outlined in Item 3A above are not required for the accomplishment of the final plat or survey, the submitted digital data should be tied to at least two points depicting physical features which are identifiable from the most recent Tippecanoe County MITS GIS data. The points depicting physical features shall be selected by the Registered Land Surveyor providing the submittal and a written description of their location shall be provided.
 - C. As an alternative to submitting the control points specified in Items 3A and 3B above, the Registered Land Surveyor providing the submittal may choose to submit the data as specified in Item 1 on a coordinate basis that is consistent with the Tippecanoe County MITS GIS data.
 - D. Spatial reference information such as control points and associated text referred to in Items 3A, 3B or 3C above shall be submitted digitally in the same file as the digital data required for submittal in Item 1.
 - E. GIS data submitted in the digital submission shall be consistent with ground surface measurements as shown on the hard copy of the original document and mapped digitally in 1:1 units and expressed in U.S. Survey Feet.

4. DIGITAL DOCUMENT FORMAT STANDARDS:

- A. The submitted GIS Data digital document shall be in a compatible and commonly readable GIS data format as subject to evolving and current technology. Typically, this is a Computer Aided Design and Drafting (CADD) file or GIS file format, e.g. ASCII or binary drawing exchange file 'dxf', Autodesk 'dwg', or Intergraph/Bentley design 'dgn' format.
- B. The submitted GIS data should be the exact representation of the paper document or drawing, and all graphics/drawing/text shall be easily editable or modifiable for inclusion in the County GIS system. This file shall not include any other features that make the data unusable.
- C. The GIS data submitter shall either provide a complete list of data nomenclature details or follow Tippecanoe County documented GIS data standards such as features names, levels/layers, colors, line types/styles, and similar software specific details.
- D. Separate layers/levels must exist for each distinct feature used in the data.
- E. Typical GIS Data may include (but may not be limited to) the following features:

Feature definitions/List:

***Control Point:**

These points represent the location of a monument like a survey point used for horizontal/vertical control.

***Control Point Text:**

This text identifies the name or number for the Control Point.

***Public Land Survey System (PLSS) Section Corner**

***PLSS Section Corner Text**

***Section Line**

***Street/Roadway Centerline:**

The street centerline based on the platted location.

***Street/Roadway Edge**

***Street/Roadway Text:**

The street text feature represents the name of street.

***Railroad Centerline**

***Railroad Text**

***Road Right of Way Line**

***Railroad Right of Way Line:**

All Right of Way lines represent the limits of public access.

***Road Right of Way Text**

***Railroad Right of Way Text**

***Parcel Line/Lot Line**

The parcel or lot line defines the perimeter of each individual parcel or lot.

***Parcel or Lot Dimension Text:**

The parcel or lot dimension text represents the distance, in U.S. Survey feet, of a parcel line or lot line.

***Parcel or Lot Acreage Text**

The parcel or lot acreage text feature represents the size of a tract parcel as it is recorded in the county records.

*Parcel or Lot Address Text:

The parcel or lot address text feature represents the address of each parcel or lot as shown on a subdivision final plat or a planned development final plat.

*Subdivision Boundary Line:

The subdivision boundary represents the perimeter of each subdivision or plat as shown on a subdivision final plat or a planned development final plat.

*Subdivision Text

*Subdivision Block Number

*Subdivision Lot Number:

The subdivision lot number represents the lot number of a lot within a particular subdivision.

*Building Setback Line:

The line as shown on a subdivision final plat or a planned development final plat, which represents the building setback requirement for each parcel. *Building Setback Text

*Easement line:

The line represents the limits of a platted easement as shown on a subdivision final plat or a planned development final plat.

*Easement Text

*Landhook:

*Water Features

*Water Feature Text

*Miscellaneous Line

*Miscellaneous Dimension

*Miscellaneous Text (large)

*Miscellaneous Text (small)

5. The Tippecanoe County GIS Policy Committee may waive or adjust requirements specified herein upon finding that strict adherence to the requirements does not facilitate or is contrary to the long-term maintenance of the GIS system of Tippecanoe County. Before a waiver or adjustment of the requirements contained in Exhibit A may be made by the Policy Committee, the committee will notify the Government Affairs Committee of the Tecumseh Chapter of ISPLS or all parties that have made digital submissions in the last two years. The notice will be sent at least thirty days before the GIS Policy Committee meeting at which the changes will be discussed.